ECUA RFP NO. 2017-03

ENTERPRISE RESOURCE PLANNING (ERP), UTILITY BILLING SYSTEM (UBS),

COMPUTERIZED MAINTENANCE MANAGEMENT (CMMS), AND

IMPLEMENTATION SERVICES

(January 5, 2017)

This addendum forms a part of the RFP Documents and clarifies the original RFP Document, dated November 17, 2016, as noted below. It includes questions received through January 5, 2017. This addendum consists of three (3) pages.

1. *Question Received*: How many Legal Entities will be managed in the ERP?

   Response: One

   A. *Question Received*: Are employees all in one Legal Entity or multiple?

   Response: One

   B. *Question Received*: Are employees who work on projects shared between legal entities?

   Response: N/A

2. *Question Received*: There were no requirements identified as "Fleet" requirements are there additional requirements specific to Fleet or are they included in the requirements file provided?

   Response: All known requirements are included in the RFP.

3. *Question Received*: Please provide more details regarding the ECUA Barcoding software that would require integration. (Requirement 467)

   Response: We use barcoding for inventory.

   A. *Question Received*: Specifically, can you please provide the trade name of the Barcoding software in use at ECUA?

   Response: Zebra handhelds and corresponding software packaged with them.

   B. *Question Received*: If you use handheld readers, the make and model of those would be useful to know as well.

   Response: MC7090

4. *Question Received*: Please provide more details regarding the required integration to Infor CMMS for purchasing. (Requirement 281)

   Response: Integration design should eliminate current duplicate data entry and business processes.

5. *Question Received*: Resource Tracking and Activity Tracking are identified as requirements, does this pertain to projects? Will you be using Work Breakdown Structures?

   Response: Yes, resource and activity tracking are used for projects. WBS may be used at times.

6. *Question Received:* The requirement states: System requisition can be sourced to a single or multiple purchase orders automatically through interface to Infor CMMS with all necessary data.

   A. *Question Received*: Does the CMMS currently have the capability of raising a requisition?

   Response: No

   B. *Question Received*: Or is a requisition created manually from a report out of the CMMS?

   Response: Yes

   C. *Question Received*: Does ECUA anticipate that the requisition process can be triggered by a low inventory condition?

   Response: Yes

   D. *Question Received*: Does the CMMS currently maintain inventory stock status?

   Response: Yes

   E. *Question Received*: Will the new ERP inventory system be considered the inventory of record, or is there still a need to maintain inventory within the CMMS software?

   Response: The goal is to have only ONE system record for inventory.

7. *Question Received*: Can you please identify the third parties referenced in the following requirement? I was unable to identify any third-parties in the RFP.

   D.13 Restrictions on Growth

ECUA requires that any proposed licenses or fees to access the software be adequate to allow ECUA to use the system unrestricted for all business purposes of ECUA and ECUA agencies, departments, and other third party entities listed in this RFP.

Response: Any proposals should include enterprise licensing for the proposed ERP solution.

8. *Question Received*: How many copies of the Cost Proposal document are required? Is a paper copy required, or will an electronic copy of the attachment be acceptable?

    Response: Please follow the instruction on page 14, Section A.16.5. ***Do not submit the cost proposal "under separate cover", include it with the rest of your proposal. This is a change to section B.8 page 26.***

Regards,

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ECUA Senior Purchasing Agent

-END OF ADDENDUM NO. 5-